

Chairman Crowley called the meeting to order at 8:07 a.m. Present for today's meeting were Vice-chairman Bluemke and Secretary Richards. Commissioner Falstad called to say he would not be able to attend. Commissioner Schoepke was not in attendance. Others present: Val Ramos, Airport Administration; Kurt Stanich, Airport Operations Assistant; Andrew Groth, Control Tower; Harry Becker, Atlantic Aviation; and Keith Markano, Airport Manager

Approve/modify meeting minutes of October 8, 2008 – Chairman Crowley noted an error on the starting time of the October 8, 2008 minutes (12:20 p.m.) saying it should be 8:03 a.m. Secretary Richards made a motion to approve the minutes of October 8, 2008 as modified with a second by Vice-chairman Bluemke. The motion passed.

Public comment/correspondence – Secretary Richards shared an article on corporate jets from Business Week with the Commission.

Discussion and action on South East T-Hangar maintenance plan – Mr. Markano reviewed this item with the Commission, he informed them that the hangars are 40 years old and provide the airport with \$90,000 in revenue per year. Mr. Markano and the County's Facilities and Purchasing departments worked together on this project. Mr. Miller, Facilities, suggested a consultant to come out and look at the T-hangars. Specialty Engineering Group, LLC (SEG) came out to look at the hangars and completed an analysis report and recommendations. The Commissioners were able to review this report prior to today's meeting. The hangars are in need of roof replacement, tuck-pointing and sealing of the block walls, replacement of some of the rotted soffit and fascia and it is suggested the soffit and fascia be covered to minimize future maintenance and repairs. Mr. Markano is asking the Commission to approve the plan submitted by SEG and to begin to phase the projects in the 1010 airport capital budget. Vice-chairman Bluemke asked if the dollar amount given was an estimate. Mr. Markano said it was an estimate. Secretary Richards asked why money is not allocated yearly for maintenance on the hangars. Mr. Markano said the County does not include the airport in the County's maintenance repair plan. He said he is working on a maintenance repair program to put in place with the County to include the airport on their preventative maintenance plan. Mr. Markano said new doors were installed in 2001 and some tuck point was done in 2008. He also mentioned that pavement replacement for this area would be coming up soon. Chairman Crowley asked Mr. Markano how this work would be done if the Commission approved the plan. Mr. Markano said since these are maintenance projects they are not eligible for state or federal funding. In this situation, the Airport would work with Facilities and Purchasing putting out the projects to bid. A motion to approve the plan submitted by SEG for T-hangar repairs was made by Secretary Richards with a second by Vice-chairman Bluemke. The motion passed.

Discussion and action on T-Hangar rental rates – The Commission received data on this item to review before the meeting. Mr. Markano said all rates and charges are adjusted annually by the CPI change with exception to fuel flowage fee and T-hangar rental rates. Mr. Markano said several factors would affect an increase adjustment in the hangar such as nearby airport rates, similar size airport rates and hangar amenities such as heat or electric door and other items. The County has different size and quality T-hangars. Mr. Markano discussed this agenda item with Ray Dalman of Atlantic Aviation, which oversees the County's T-hangar rentals. Mr. Markano said the change in lease rates would be done when each lease comes up for annual renewal. Regarding the electric use, the Commission asked if this could be billed individually to each tenant. Mr. Markano said this would be difficult to do since there is one electric meter per building and not per individual unit. Vice-chairman Bluemke asked if the County could bill the tenants in arrears for the electric use. Mr. Markano said he would discuss this with Mr. Dalman. Motion to increase SE T Hangars monthly rent to \$199 starting with the next lease renewal was made by Secretary Richards with a second by Vice-chairman Bluemke. Motion passed. Motion to adjust 513 A,B,C,D,F,G,H, and I hangar rates by CPI adjustment between 1999 and the base rate of calculation for 2009, and to increase annual lease rate based on rate increase structure language in the standard lease agreement was made by Secretary Richards with a second by Vice-chairman Bluemke. Motion passed. Motion to adjust 513 E & J hangar rates by CPI change from 1999 and adjust annually by CPI consistent with the language for the land lease rates for the corporate hangar area was made by Vice-chairman Bluemke with a second by Secretary Richards. Motion passed.

Discussion and action on formation of a subcommittee for airport marketing and public relations – Mr. Markano addressed this item in Commissioner Falstad's absence. On December 5, 2008 Commissioner Falstad, Secretary Richards, Kurt Stanich and Mr. Markano met to discuss marketing and public relations for the airport. It was suggested that they meet every two months with an appointed group interested in the airport. Vice-chairman

Bluemke asked if there was list of these special interest people. The subcommittee would bring meeting information to the Commission for discussion/action. Discussion only on this agenda item, no action taken.

Discussion and action on a petition for airport improvements to the Secretary of the State of Wisconsin Department of Transportation – Mr. Markano reviewed the petition process. It was necessary for the snow removal equipment building to be petitioned again for construction in 2010. A public hearing was held on November 26, 2008 for petition of the snow removal equipment building, update storm water pollution prevention plan, lighting repair/replacement, pavement seal coating, marketing and necessary related work. Mr. Markano requested the Commission's approval of the petition package and for the documents to be signed and submitted to the Secretary of State-Wisconsin Department of Transportation. A motion to approve and sign the petition documents and submit them to the State was made by Secretary Richards with a second by Vice-chairman Bluemke. The motion passed.

Chairman's report – Chairman Crowley informed the Commissioners that he meets with the County Executive prior to the Commission meetings to discuss the airport.

Airport Manager's report – A general aviation security meeting was held by Waukesha County Technical College in the Atlantic hangar in November. Mr. Markano said the low attendance was disappointing, but that the program was well received by those in attendance. Secretary Richards said he invited the news media to attend but none of them showed up. Chairman Crowley suggested repeating this security meeting again sometime next year and inviting other general aviation airports as well as the Wisconsin senators and governor. A subcommittee could be formed for this event and tours of airport would be offered.

Future Commission agenda items – Electric use rates

Secretary Richards motioned to adjourn with a second by Vice-chairman Bluemke. The motion passed.

Meeting adjourned at 9:42 a.m.

Next Commission Meeting: January 14, 2009.

Respectfully submitted

Dick Richards
Secretary
December 10, 2008